

DIVISION OF MENTAL HEALTH AND ADDICTION SERVICES

Notice of Availability of Funds

Start-Up Costs for Licensed Substance Abuse Treatment Providers to Provide Co-Occurring Services to the Drug Court Population

Take notice that, in compliance with N.J.S.A. 52:14-34.4 and 34.6, the Division of Mental Health and Addiction Services (DMHAS) hereby announces the availability of the following contract funds:

Name of program: Start-Up Costs for Licensed Substance Abuse Treatment Providers to Provide Co-Occurring Services to the Drug Court Population

Purpose: DMHAS is soliciting proposals for State Fiscal Year 2012 funds to request start-up expenses to support the provision of integrated mental health and substance abuse treatment for DC referred clients who presents with co-occurring disorders (COD). This opportunity is to create new capacity or expand existing capacity to provide a full array of services in the DMHAS Co-Occurring Fee-for-Service (FFS) Network. This opportunity is open to licensed substance abuse treatment providers statewide that are approved as providers in the DC FFS Network or have an application in process in the DC or Co-Occurring Networks by the due date of this RFP.

Applications to DC and/or Co-Occurring Network must be approved before the date of the award of this RFP. This funding is open statewide, with priority given to substance abuse treatment service providers located in the Southern New Jersey Vicinage 15

which includes Cumberland, Gloucester, and Salem Counties.

This contract supports salary costs of full-time or part-time licensed and credentialed staff for up to twelve (12) months who will provide co-occurring services to DC clients. These funds will also support start-up expenses to cover the costs for purchase or leasing of equipment, and minor renovations or refurbishing existing space to support the staff and client COD services.

In addition to this RFP, DMHAS is issuing a Request for Information (RFI) from interested licensed and credentialed professionals who would be willing to provide treatment to DC clients who present with COD. DMHAS will provide awardees of this RFP the list of licensed and credentialed individuals generated by the RFI.

Amount of funding available: It is anticipated that approximately \$1.6 million will be available in SFY 2012 to support salary costs of full-time or part-time licensed and credentialed staff for up to twelve (12) months who will provide co-occurring services to DC clients. The number of awards will be determined by the availability of resources and the number of approved proposals and their budgets. Proposed budgets should be approximately \$200,000. These funds will be one-time, non-recurring funds and shall not commit the State to future operating costs. The applicant must be able to demonstrate the implementation of a sustainability plan. The start-up expenses will also cover the costs for purchase or leasing of equipment, and minor renovations or refurbishing existing space to support the staff and DC client services. After the contract period ends the expectation is that the treatment provider agency will bill FFS through the DMHAS co-occurring FFS network or other private and public payors.

All application and expenditure data pertaining to these contract funds must be presented independently of any other DMHAS or non-DMHAS funded program of the applicant/contractee. Awards under this RFP will be clustered separately from other existing components for contract application and reporting. Cost sharing is not required. Funding will depend on the availability of funds. Contract(s) will be for one year.

Organizations that may apply: The following eligibility criteria shall apply.

1. Applicants must be public or private non-profit organizations licensed to provide substance abuse treatment OR have an application in process by the due date of this RFP. If in process, a plan must be attached for how the organization will be licensed and able to provide services by January 2012, as failure to meet this start-up date may result in termination or amendment.
2. Applicants may already be existing participants of the DC FFS Initiative OR providers that are interested in joining the Co-Occurring FFS Network.
3. Applicants must have a New Jersey address and be able to conduct business from a facility located in New Jersey. All New Jersey and out of State Corporations must obtain a Business Registration Certificate (BRC) from the Department of the Treasury, Division of Revenue prior to conducting business in the State of New Jersey. Proof of valid business registration with the Division of Revenue, Department of the Treasury, State of New Jersey, shall be submitted by the bidder and, if applicable, by every subcontractor of the bidder, with the bidder's bid. No contract will be awarded without proof of business registration

with the Division of Revenue. Any questions in this regard can be directed to the Division of Revenue at (609) 292-1730. Form NJ-REG. can be filed online at www.state.nj.us/njbgs/services.html

4. Before performing work under the contract, all sub-contractors of the contractor must provide to the contractor proof of New Jersey business registration. The contractor shall forward the business registration documents on to the using agency.
5. Applicants must not be suspended or debarred by DHS or any other State or Federal entity from receiving funds.
6. Applicants must have all outstanding Plans of Correction (PoC) for deficiencies submitted to DMHAS for approval prior to submission.
7. Applicants must have a governing body that provides oversight as is legally permitted. No member of the Board of Directors can be employed as a consultant for the successful applicant.

NOTE: If, at the time of receipt of the proposal, the applicant does not comply with this standard, the applicant must submit evidence that it has begun to modify its structure and that the requirement will be met by the time the contract is executed. *If this required organizational structure is not in place before the start date, the contract will not be executed and the funding will be waived.*

Qualifications needed by an applicant to be considered: This funding provides the ability for awardees to create new capacity or expand existing capacity for a full array of

services in the Co-Occurring FFS Network. Contractees must meet the six (6) core components that form the ideal delivery of services for clients with COD. These include providing access to treatment, screening each client for COD, completing a COD assessment, providing or coordinating a referral to an appropriate level of care, providing co-occurring treatment via a multidisciplinary team and case management ensuring continuity of care.

The Co-Occurring clinical service array includes psychiatric evaluation, comprehensive intake evaluation, medical consultation, medication, medication monitoring, family therapy, individual therapy and family therapy-crisis intervention. Clinical services must be provided by appropriately licensed and credentialed staff such as psychiatrist, licensed clinical psychologist, certified nurse practitioner, advanced practical nurse, physician's assistant, licensed clinical social worker, licensed professional counselor, and licensed marriage and family therapist.

Procedure to apply: Eligible and interested organizations may obtain the RFP and related materials from the Department of Human Services website at <http://www.state.nj.us/humanservices/providers/grants/rfprfi/>. Interested organizations may also contact:

Helen Staton at:

Division of Mental Health and Addiction Services

PO Box 362

Trenton, NJ 08625-0362

609-633-8781

Send one original proposal package and five copies via United States Postal

Service to:

Helen Staton

Division of Mental Health and Addiction Services

P.O. Box 362

Trenton, NJ 08625

OR

For UPS, FedEx, other courier service or hand delivery, please address to:

Helen Staton

Division of Mental Health and Addiction Services

120 South Stockton Street, 3rd floor

Trenton, NJ 08611

Please note that if you send your application package through United States Postal Service two-day priority mail delivery to the P.O. Box, your package may not arrive in two days. In order to meet the deadline, please send your package earlier than two days before the deadline or use a private carrier's overnight delivery to street address.

Late proposals will not be reviewed. You will NOT be notified that your package has been received. If you require a telephone number for delivery, you may use (609) 633-8781.

Deadline by which all proposals must be submitted: Proposals must be submitted to and received at DMHAS by 5:00 P.M. on November 30, 2011.

Date by which applicants will be notified of intent to award or not award:

Applicants will be notified on or before December 29, 2011.

Jennifer Velez

Commissioner

Date